U.S. Department of State

Bureau of Population, Refugees, and Migration (PRM)

FY 2022 Notice of Funding Opportunity for NGO Programs Benefiting Refugees and Asylum Seekers in Thailand, Malaysia, Indonesia, Bangladesh, Nepal, and India

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Funding Opportunity Number: SFOP0008680

Assistance Listings (CFDA) number:

19.511 - Overseas Refugee Assistance Programs for East Asia

19.523 - Overseas Refugee Assistance Program for South Asia

Announcement issuance date: Friday, March 4, 2022

Announcement type: Cooperative Agreement

Proposal submission deadline: Friday, April 8, 2022 at 11:59:59 p.m. (23:59:59) EDT. **Proposals submitted after this deadline will not be considered.**

Anticipated timeframe to award for selected proposals: Pending the availability of funds, PRM anticipates, but makes no guarantee, that awards will be made less than **3** months from the proposal submission deadline.

ADVISORY: All applicants must submit application packages through the website Grants.gov. PRM strongly recommends submitting your application packages early to allow time to address any technical difficulties that may arise on the **Grants.gov** website.

If you are new to PRM funding, the **Grants.gov** registration process can be complicated. We urge you to refer to PRM's **General NGO Guidelines** "Application Process" section for information and resources to help ensure that the application

process runs smoothly. PRM also strongly encourages organizations that have received funding from PRM in the past to read this section as a refresher.

PRM strongly recommends application packages be submitted in Adobe PDF, as Microsoft Word documents may sometimes produce different page lengths based on software versions and configurations when transmitted. Exceeding page length limits, including through the inclusion of cover pages, will result in disqualification. All documents must be in English and should avoid the use of jargon and should spell out all acronyms upon first use.

Organizations can request copies of all PRM-recommended templates and NGO guidelines, by emailing PRM's NGO Coordinator with only the phrase **PRM NGO Templates** (exactly as written in bold) in the subject line, to PRMNGOCoordinator@state.gov. Organizations will receive an automated email reply containing the templates.

COVID-19: PRM recognizes the difficult circumstances under which organizations are currently operating because of the COVID-19 pandemic and will take them into consideration in application package reviews. To the extent possible, organizations should address how COVID-19 and resulting risks, restrictions and limitations will factor into their designated programs and attempt to ensure that proposed indicators and activities can be implemented under the challenging circumstances created by the COVID-19 response.

Program Description

Summary

This announcement is designed to accompany PRM's **General NGO Guidelines**, which contain additional information on PRM's priorities and NGO funding strategy with which selected organizations must comply. Please use both the **General NGO Guidelines** and this announcement to ensure that your submission is in full compliance with PRM requirements and that the proposed activities are in line with PRM's priorities. Submissions that do not reflect the requirements outlined in these guidelines will not be considered.

Geographic Regions / Populations

Proposed activities should primarily support refugee and asylum seeker populations in Thailand, Malaysia, Indonesia, Bangladesh, Nepal, and India. PRM will consider funding only those programs that include a target beneficiary base of at least 50 percent refugees and asylum seekers.

Program Areas

Proposals must align with one or more of the following program areas:

- Humanitarian Protection and Assistance
- Interim and Durable Solutions

Program Sectors and Modalities

Proposals must focus on one or more of the following programmatic sectors (see PRM's **General NGO Guidelines** for sector descriptions):

- Capacity Building
    - Capacity Building: NGO/community-based organization (CBO)
    - Capacity Building: Local Governments
- Cash and Voucher Assistance (CVA)
- Core Relief Items
- Inclusion of Persons with Disabilities
- Education
- Food Security
    - Health, Reproductive Health
- Livelihoods And Economic Empowerment Mental Health and Psychosocial Support (MHPSS)
- Nutrition
- Protection
    - Protection: Legal
    - Protection: Child Protection
    - Protection: Gender-Based Violence (GBV)
- Shelter
- Water, Sanitation, Hygiene (WASH)

Note: In order to ensure greater accountability for protection outcomes, all overseas assistance program proposals **must include the following protection outcome indicator under one of the objectives**: Percentage of beneficiaries who report an improved sense of safety and well-being at the end of the program, disaggregated by age and gender. See NGO Guidelines in section A.C.1. of Appendix C for more details.

Number of Proposal Applications

Organizations may submit only **one** application per country, with the exceptions of Thailand and India. Organizations may submit one proposal for Tibetan refugees in India and Nepal and one proposal for Burmese refugees in India. Organizations may submit up to two proposals for Burmese refugees along the Thailand-Burma border. Any additional submissions received will be disqualified. (Note: Submissions by organizations as part of a consortium do not count toward an individual organization's submission limit.)

Country-specific Guidelines

Thailand Country-Specific Guidance

General Guidance

Urban Refugees and Asylum Seekers: PRM welcomes submissions from both international and national NGOs serving the urban refugee and asylum seeker population in and around Bangkok. PRM strongly encourages partnerships with women and refugee-led organizations when possible.

Sectors:

- Health

- MHPSS

- Protection

- Shelter

- Cash Assistance

- Education

- Capacity Building

- Case Management

Specifically, PRM welcomes submissions that:

Healthcare:

- Improve access to primary healthcare, including reproductive health, medical services, mental health, and/or psychosocial support to vulnerable urban refugee and asylum seeker populations in Bangkok. Submissions should describe how such activities will facilitate access to public clinics and hospitals and encourage greater Royal Thai Government provision of such services directly.

Case Management:

- Provision of case management, implemented by well trained staff with appropriate supervision that addresses protection needs and other vulnerabilities through direct support and/or referrals, including emergency assistance, access to quality education and other community services, and limited financial assistance. Submissions should describe how such activities will help the Royal Thai Government build its own capacity to conduct such case management in the future.

Burmese Refugees: PRM also welcomes submissions from both international and national NGOs to provide inclusive and sustainable assistance to Burmese refugees along the Thailand-Burma border.

Sectors:

- Health

- MHPSS

- WASH

- GBV Prevention and Response

- Nutrition

- Livelihoods

- CBO Capacity Building

Specifically, PRM welcomes submissions that:

Healthcare:

- Improve access to quality comprehensive healthcare services, including reproductive healthcare, curative healthcare services, mental health and psychosocial support, training and capacity building of community-based healthcare workforce and key responders, including during humanitarian emergencies, through a preparedness approach for durable solutions.

WASH:

- Improve access to water, sanitation, and hygiene in refugee camps along the Thailand-Burma border, including protection and development of water resources, and protect camp residents from WASH-related diseases.

GBV Prevention and Response:

- Protect women and adolescent girls from, and treated for, the consequences of GBV through improving knowledge of and promote changes in attitudes toward GBV and the capacity of service providers to implement GBV prevention and response activities through healthcare, including reproductive health, psychosocial, safety, justice, and/or other services, as well as multi-sectoral referral services.

Nutrition:

- Alleviate malnutrition and food insecurity among refugees in the camps through targeted food assistance and adequate cooking fuel, based on a community-managed targeting system that ensures equal gender participation in the distribution process and that increases self-reliance.

Livelihoods:

- Improve market-relevant livelihood skills in order to generate income and assets.
- Encourage the Royal Thai Government and local authorities to increase direct provision of these services to refugees in the future.

Duration of Activity

Program plans for two or three years will be considered.

Funding limits

Program proposals serving the urban refugee and asylum seeker population in and around Bangkok must not be less than the funding floor and not more than the funding ceiling **per year** or they will be disqualified.

- **Funding floor per year (lowest $ value)**: $300,000 per year
- **Funding ceiling per year (highest $ value)**: $670,000 per year

  Note: Funding ceilings and floors pertain to the PRM cost per year.

Program proposals providing inclusive and sustainable assistance to Burmese refugees along the Thailand-Burma border must not be less than the funding floor and not more than the funding ceiling **per year** or they will be disqualified.

- **Funding floor per year (lowest $ value)**: $2,000,000 per year
- **Funding ceiling per year (highest $ value)**: $14,500,000 per year

  Note: Funding ceilings and floors pertain to the PRM cost per year.

Anticipated Number of Awards

PRM anticipates, but makes no guarantee, to fund as many as 2 awards for urban refugees and asylum seekers and 2 awards for assistance to Burmese refugees along the Thailand-Burma border through this announcement.

Anticipated Amount to be Awarded Total

PRM anticipates, but makes no guarantee, to award up to approximately $1,200,000 total through this Notice for urban refugees and asylum seekers, and up to approximately $27,000,000 for the Thailand-Burma border programs.

Malaysia Country-Specific Guidance

General Guidance

PRM welcomes submissions from both international and national NGOs serving the urban refugee and asylum seeker population in and around Kuala Lumpur, the Klang Valley, Penang, Kedah, Perak, and other areas in the northeast. PRM strongly encourages partnerships with women and refugee-led organizations when possible.

Sectors:

- Protection, including:
  - Legal Protection
  - Child Protection
  - GBV Prevention and Response
- Healthcare, including:
  - Reproductive Health
  - MHPSS

Specifically, PRM welcomes submissions that:

Protection:

- Respond to immediate, lifesaving needs through provision of emergency short-term shelter and auxiliary services, including transportation, medical care, psychosocial support, and counselling to GBV survivors and their children.
- Provide specialized counselling services to refugees (adults and children) to prevent repeated abuse and/or improve overall well-being.
- Include protection-related activities taking place in Northern Peninsular Malaysia.

GBV Prevention and Response:

- Improve knowledge of GBV and promote positive changes in attitudes and behaviors within refugee and host communities through targeted and sustained engagement.

- Increase the capacity of target communities to identify and effectively respond to GBV through skills-building, training, and coaching.

- Improve the capacity of service providers to provide timely, high-quality health, including reproductive health, psychosocial, safety, justice, and/or other services, as well as multi-sectoral referral services.

- Increase knowledge and awareness of GBV among adult refugees and asylum seekers.

- Build capacity of teachers in refugee learning centers to train their own students on GBV risks, prevention, and response.

Healthcare:

- Improve access to primary health care, including reproductive health, medical services, mental health, and/or psychosocial support, including the implementation of mobile health clinics.

- Provide medical support and rehabilitative services for refugees and asylum seekers who have experienced torture, forced labor, human trafficking, long-term detention, or economic exploitation or who may be unable to work because of mental or physical illness.

- Submissions should either include activities that improve access to health and psychosocial care in immigration detention centers (IDCs) or include a plan to encourage the Malaysian government to permit access to IDCs for such activities.

Duration of Activity

Program plans for two or three years will be considered.

Funding Limits

Program proposals must not be less than the funding floor and not more than the funding ceiling **per year** or they will be disqualified.

- **Funding floor per year (lowest $ value)**: $300,000 per year

- **Funding ceiling per year (highest $ value)**: $600,000 per year

  Note: Funding ceilings and floors pertain to the PRM cost per year.

Anticipated Number of Awards

PRM anticipates, but makes no guarantee, to fund as many as 2 awards for activities in Malaysia through this announcement.

Anticipated Amount to be Awarded Total

PRM anticipates, but makes no guarantee, to award up to approximately $1,200,000 total in Malaysia through this Notice.

Indonesia Country-Specific Guidance

General Guidance

PRM welcomes submissions from both international and national NGOs serving refugees and asylum seekers in Indonesia, including unaccompanied and separated refugee and asylum seeker children (UASC). PRM strongly encourages partnerships with women and refugee-led organizations when possible.

Sectors:

- Child Protection

- Shelter

- Cash Assistance

- Education

- Capacity Building

- Livelihoods

Specifically, PRM welcomes programs that:

a. Improve access of UASC to protective care in a safe and secure environment.

b. Provide case management, implemented by well-trained staff with appropriate supervision that addresses protection needs and other vulnerabilities through direct support and/or referrals, including emergency assistance, access to quality education, and referrals to other NGOs/service providers.

c. Provide comprehensive assistance to vulnerable individuals and young adults, including those who have transitioned out of children's shelters.

d. Improve access to formal and informal education services, recreational activities, and capacity building and livelihood opportunities.

Duration of Activity

Program plans for two or three years will be considered.

Funding Limits

Program proposals must not be less than the funding floor and not more than the funding ceiling **per year** or they will be disqualified.

- **Funding floor per year (lowest $ value)**: $300,000 per year

- **Funding ceiling per year (highest $ value)**: $500,000 per year

   Note: Funding ceilings and floors pertain to the PRM cost per year.

Anticipated Number of Awards

PRM anticipates, but makes no guarantee, to fund one award for activities in Indonesia through this announcement.

Anticipated Amount to be Awarded Total

PRM anticipates, but makes no guarantee, to award up to approximately $500,000 total in Indonesia through this Notice.

Bangladesh Country-Specific Guidance

General Guidance

PRM welcomes submissions from both international and national NGOs serving Rohingya refugees and members of the host communities in Cox's Bazar. PRM strongly encourages partnerships with women and refugee-led organizations when possible. Priority will be given to those NGOs registered by the Government of Bangladesh. Priority will also be given to proposals that meet the critical needs of the Rohingya and Bangladeshi host populations, in line with the in line with the Bangladesh 2021 and subsequent Joint Response Plans (JRPs) for the Rohingya Humanitarian Crisis. All projects should adhere to the relevant ISCG Sector/Working Group guidance and general guidance outlined below:

   a. Provision of core relief items, cash assistance, and/or capacity development activities will be considered if integrated in a program focused on one or more of the sectors listed below.

b. For livelihoods activities, PRM will prioritize impact-driven, market-based projects that seek to improve the economic well-being of beneficiaries. Wherever possible, projects should seek to restore or build upon former livelihoods activities of affected populations.

c. Given the particular language challenges of the Rohingya response, projects in all sectors should briefly state their strategies for effective oral and written communication with beneficiaries and detail resources, staffing, and monitoring and evaluation.

d. Projects that include social cohesion activities and involve host community members should foster cooperation, understanding, and trust between refugee and host community groups. Such efforts should be integrated as part of the proposed program, rather than one-off activities.

e. A working relationship with and/or current funding from UNHCR and/or IOM. If no previous relationship or funding, letters of support from both UNHCR and IOM for the proposed activities are required (this letter should highlight the gap in services the proposed program is designed to address).

Sectors:

- Health
- Nutrition and Food Security
- WASH
- Shelter
- Disaster Risk Reduction
- Protection
- Child Protection

- Education

Specifically, PRM welcomes submissions that:

Health:

- Provide psychosocial services and strengthen referral systems, particularly to provide protection to women and children, including to treat and prevent undernutrition; and/or
- Improve access to physical rehabilitation.

Nutrition and Food Security:

- Improve identification, treatment, and prevention of undernutrition, including by strengthening health systems.
- Improve refugees' dietary diversity, particularly access to fresh vegetables, with consideration to livelihood opportunities for refugees.
- Raise awareness of basic food hygiene and nutritional best practices.

Water, Sanitation, and Hygiene (WASH):

- Strengthen and maintain facilities (for example, water points, washing blocks, latrines, and waste management sites) with consideration to livelihood opportunities for refugees.
- Improve inclusiveness of facilities, particularly for women and girls and persons with disabilities.
- Increase sustainability of facilities through community empowerment, such as through establishment or reactivation of water management committees; and/or
- Raise awareness of health and hygiene issues.

Disaster Risk Reduction:

- Build capacities of Disaster Management Councils at various levels and develop risk mitigation schemes with consideration to livelihood opportunities for refugees.

Education

- In alignment with the Myanmar Curriculum Pilot where appropriate, provide quality primary and secondary education as well as early child development programs and vocational and skill development training.

Duration of Activity

Program plans for two or three years will be considered.

Funding Limits

Program proposals must not be less than the funding floor and not more than the funding ceiling **per year** or they will be disqualified.

- **Funding floor per year (lowest $ value)**: $2,000,000 per year
- **Funding ceiling per year (highest $ value)**: $4,500,000 per year

  Note: Funding ceilings and floors pertain to the PRM cost per year.

Anticipated Number of Awards

PRM anticipates, but makes no guarantee, to fund as many as 2 awards for activities in Bangladesh through this announcement.

Anticipated Amount to be Awarded Total

PRM anticipates, but makes no guarantee, to award up to approximately $9,000,000 total through this announcement.

Nepal and India Country-Specific Guidance (Tibetans)

General Guidance

PRM welcomes submissions from both international and national NGOs serving Tibetan refugees in Nepal and India. PRM strongly encourages partnerships with women and refugee-led organizations when possible. NGO projects should seek to fill gaps in humanitarian assistance, not duplicate activities undertaken by large international organizations or government entities. PRM looks favorably on programs with the ability to operate in multiple locations and across multiple sectors, as articulated below, provided such work supports an integrated program approach. Applicants are strongly encouraged to engage with existing structures to provide services to refugees, including those operated by national or local actors (both governmental and NGO), rather than establishing new, parallel structures.

Sectors:

- Protection
- Child Protection
- GBV prevention and response
- Health
- MHPSS
- WASH
- Education

Priority activities within those sectors are suggested below:

Protection (including GBV prevention and response and child protection):

- Provide protection services and/or referrals, such as legal assistance, to incoming refugees and asylum seekers in India and Nepal.

- Design and implement mechanisms to prevent and respond to GBV in communities and institutions.

- Improve knowledge of GBV risk-mitigation and promote positive changes in attitudes and behaviors within refugee communities through targeted and sustained engagement.

- Increase the capacity of target communities to identify and effectively respond to GBV through skills building, training, and coaching.

- Improve the capacity of service providers to provide timely, high-quality support, including for safety, justice and/or other services, as well as multi-sectoral referral services.

- Improve the capacity of service providers to institute Protection against Sexual Exploitation and Abuse (PSEA) strategies and response activities, including training and mentoring on PSEA principles, risk identification and mitigation, instituting safe reporting mechanisms, providing assistance and/or referrals for SEA survivors, investigating and responding to SEA incidents, and mobilization of community and leadership.

Health:

- Provide and/or improve access to primary healthcare, including reproductive health, mental health and psychosocial support, for the most vulnerable within Tibetan communities, particularly for the elderly, persons with disabilities and chronic conditions, survivors of GBV, and those in remote settlements.

- Address priority public health issues, including tuberculosis, reproductive health, including maternal health interventions, Hepatitis B, HIV/AIDS, and substance abuse.

- Assist Tibetan refugees to access and utilize the national health care systems such as through support for interpreters, facilitators, or cash or vouchers. Assist the Central Tibetan Administration (CTA) and health care providers to coordinate with the national or local Indian and Nepali health systems to avoid duplicating services provided to Tibetans by national or local systems.

Water, Sanitation, and Hygiene (WASH):

- Provide and/or improve access to WASH facilities in Tibetan refugee settlements, to include potable water, drainage; adequate, safe and sustainable toilet facilities, fecal sludge management including treatment, and bathing facilities. Priority will be given to activities in rural communities that engage with existing government schemes, rather than establishing new, parallel structures.

- PRM will prioritize WASH projects that bring Tibetan settlements into compliance with SPHERE standards. General maintenance of WASH facilities will be considered.

Education:

- Provide and/or improve access to quality primary, secondary, and non-formal education, including early childhood development, with priority given to projects focused on local options for vulnerable children within Tibetan communities. Post-secondary education assistance and teaching and non-teaching staffs' salary will not be considered.

- Provide and promote an innovative and inclusive education to the Tibetan students.

Prioritization: In addition to PRM's general prioritization considerations listed in this NOFO under "3. Eligibility Information," priority will be given to organizations that can demonstrate:

- Evidence of participatory needs assessments involving beneficiaries.

- Evidence of coordination with international organizations (IOs) and other NGOs working in the same area or sector as well as local authorities and Tibetan leadership, including Tibetan settlement officers and host government authorities, and in India, the Central Tibetan Administration (CTA).

- Complementarity activities with existing U.S. Government-funded development, protection, and assistance activities, including ongoing and planned USAID programs benefitting Tibetan refugees. Proposals should clearly demonstrate that project objectives do not duplicate already funded activities.

Duration of Activity

Program plans for two or three years will be considered.

Funding Limits

Program proposals must not be less than the funding floor and not more than the funding ceiling **per year** or they will be disqualified.

- **Funding floor per year (lowest $ value)**: $300,000 per year

- **Funding ceiling per year (highest $ value)**: $2,500,000 per year

  Note: Funding ceilings and floors pertain to the PRM cost per year.

Anticipated Number of Awards

PRM anticipates, but makes no guarantee, to fund as many as 2 awards through this announcement.

Anticipated Amount to be Awarded Total

PRM anticipates, but makes no guarantee, to award up to approximately $2,700,000 total through this NOFO for these countries.

India Country-Specific Guidance (Burmese)

General Guidance

PRM welcomes submissions from both international and national NGOs serving new Burmese refugees. PRM strongly encourages partnerships with women and refugee-led organizations when possible. NGO projects should seek to fill gaps in humanitarian assistance, not duplicate activities undertaken by large international organizations or government entities. PRM looks favorably on programs with the ability to operate in multiple locations and across multiple sectors, as articulated below, provided such work supports an integrated program approach. Applicants are strongly encouraged to engage with existing structures to provide services to refugees, including those operated by national or local actors (both governmental and NGO), rather than establishing new, parallel structures.

Sectors:

- Cash/Vouchers
- Shelter
- Protection

- Legal Assistance

- Livelihoods

- Health

- Education

- WASH

Duration of Activity

Program plans for two or three years will be considered.

Funding Limits

Program proposals must not be less than the funding floor and not more than the funding ceiling **per year** or they will be disqualified.

- **Funding floor per year (lowest $ value)**: $150,000

- **Funding ceiling per year (highest $ value)**: $500,000

    Note: Funding ceilings and floors pertain to the PRM cost per year.

Anticipated Number of Awards

PRM anticipates, but makes no guarantee, to fund as many as 1 award through this announcement.

Anticipated Amount to be Awarded Total

PRM anticipates, but makes no guarantee, to award up to approximately $500,000 total through this NOFO for this country.

Federal Award Information

A. **Proposed program start dates:** August 1, 2022

B. **Duration of Activity:** See country-specific guidelines above. Applicants may submit multi-year proposals with activities and budgets that do not exceed two or three years from the proposed start date. Actual awards will not exceed two or three years in duration and activities and budgets submitted in year one can be revised/updated each year. Continued funding after the initial 24 to 36 months period of performance requires the submission of a noncompeting single proposal and will be contingent upon available funding, strong performance, and continuing need. In funding a program one year, PRM makes no representations that it will continue to fund the program in successive years and encourages applicants to seek a wide array of donors to ensure long-term funding possibilities. Please see Multi-Year Funding section below for additional information. Livelihoods programs are encouraged to be multi-year, and livelihoods proposals must include a market analysis or will be disqualified.

Eligibility Information

Eligible Applicants:

a. Nonprofits having a 501(c)(3) status with IRS, other than institutions of higher education (U.S.-based NGOs must be able to demonstrate proof of non-profit tax status);

b. Nonprofits without 501(c)(3) status with IRS, other than institutions of higher education (overseas-based NGOs must be able to demonstrate proof of registration in country of domicile); and

c. International Organizations. International multilateral organizations, such as United Nations agencies, should **not** submit proposals through Grants.gov in response to this NOFO. Multilateral organizations that are seeking funding for programs relevant to this announcement should contact the PRM Program Officer (as listed below) on or before the closing date of the funding announcement.

Cost Sharing or Matching: Cost sharing, matching, or cost participation is not a requirement of an application in response to this funding announcement.

Proposals for consideration should describe the sources and amounts of additional funding that may be utilized to complement PRM funding, and meet the following criteria:

- Are not paid by the Federal Government under another Federal award;
- Are verifiable from the non-Federal entity's records;
- Are not included as contributions for any other Federal award; and
- Are necessary and reasonable for accomplishment of project or program objectives.

Please include this information in the Budget Summary, Budget Detail, and Budget Narrative of the proposal, and separated from the PRM share of the proposed budget.

Note: Though favorably looked upon, such will not result in a competitive ranking increase when evaluated.

Other Information

Proposals must have a concrete implementation plan with well-conceived objectives and indicators that are specific, measurable, achievable, relevant and reliable, time-

bound, and trackable (SMART), have established baselines, and include at least one outcome or impact indicator per objective; objectives should be clearly linked to the sectors.

Proposals must adhere to relevant international standards for humanitarian assistance, especially **Sphere Standards**. See PRM's **General NGO Guidelines** for a complete list of sector-specific standards including guidance on proposals for programs in urban areas.

PRM strongly encourages programs that target the needs of vulnerable and underserved groups among the beneficiary population (such groups may include: women; children; adolescents; lesbian, gay, bisexual, transgender, or intersex (LGBTQI+) individuals; older persons; the sick; persons with disabilities; and members of minority communities) and can demonstrate what steps have been taken to meet the specific and unique protection and assistance needs of these vulnerable groups effectively.

PRM will accept proposals from any NGO working in the above mentioned sectors although, given budgetary constraints, priority will be given to proposals from organizations that can demonstrate:

- a working relationship with UNHCR;

- a proven track record in providing proposed assistance both in the sector and specified location;

- evidence of coordination with international organizations (IOs) and other NGOs working in the same area or sector as well as – where possible – local authorities;

- an emphasis on the outcome or impact of program activities;

- a strong sustainability plan, involving local capacity building, where feasible;

- where applicable, adherence to PRM's **Principles for Refugee Protection in Urban Areas**; and

- an understanding of and sensitivity to conflict dynamics in the program location.

Application and Submission Instructions

A. **Address to Request Application Package:** Application packages may be downloaded from the website **www.Grants.gov**.

B. **Consortia:** Organizations may apply to this call as part of a consortia; however, for consortia, one organization must be designated as the lead applicant.

For purposes of consortia applying for PRM funding, PRM's considers consortium to be a group of no less than three NGOs that comprise an agreement, combination, or group formed to undertake, or proposing to undertake, an assistance activity beyond the resources of any one member. PRM may request to review and approve of substantive provisions of proposed sub-awards. Applicants may form consortia in order to bring together organizations with varied expertise to propose a comprehensive program in one proposal. The consortium arrangement may allow for greater geographic coverage, inclusion of technical and sectoral strengths from multiple organizations, increased inclusion of local and national organizations, and/or the potential of much greater impact through collaboration.

Submissions by organizations as part of a consortium do not count toward an organization's individual submission limit. If the applicant is applying as a consortium, a description of how the consortia will be organized and how lines of authority and decision-making will be managed across all team members and between the lead applicant and associate awardees should be included in the concept note. The prime applicant would be responsible for overall implementation of the proposed program activities, preparation/presentation of annual work plans, M&E planning, and required reporting to PRM. The prime applicant should designate a single individual to be the liaison with PRM, although PRM would reserve the right to communicate with sub-grantees.

C.   **Content and Form of Application:**   Organizations may submit a maximum of 1 application per country only, with the exceptions of Thailand and India. Organizations can submit one proposal for Tibetan refugees in India and Nepal and one proposal for Burmese refugees in India. Any subsequent submissions received will be disqualified. PRM strongly recommends using the proposal and budget templates that are available upon email request from **PRM's NGO Coordinator.** Organizations request copies of all PRM-recommended templates and NGO guidelines, by emailing PRM's NGO Coordinator with only the phrase **PRM NGO Templates** (exactly as written in bold) in the subject line, to **PRMNGOCoordinator@state.gov**. Organizations will receive an automated email reply containing the templates.

Multi-Year Proposals:

- Applicants proposing multi-year programs should adhere to the following guidance: Applicants may submit proposals that include multi-year strategies

presented in one year (12 month) cycles for a period not to exceed three years (36 months) from the proposed start date. Fully developed programs with detailed budgets, objectives and indicators are required for each year of activities. Applicants should use PRM's recommended multi-year proposal template for the first year of a multi-year application.

- Multi-year funding applicants may use PRM's budget summary and separate budget detail templates, and should disaggregate budget by year, per year, and for each program year. Multi-year proposal narratives and budgets can be updated yearly upon submission of new noncompeting single year proposal narrative template with an updated budget.

- **Multi-year program proposal page limits:** Multi-year proposals using PRM's multi-year template must not exceed 20 pages in length (Times New Roman 12 point font, letter sized paper, one inch margins on all sides). If the applicant does not use PRM's recommended templates, proposals must not exceed 15 pages in length. Organizations may choose to attach work plans, activity calendars, and/or logical frameworks as addendums/appendices to the proposal, but are not required to do so. These attachments do not count toward the page limit total however annexes cannot be relied upon as a key source of program information. The proposal narrative must be able to stand on its own in the application process. Proposals exceeding the page limit will not be considered.

- PRM strongly recommends application packages be submitted in Adobe PDF, as Microsoft Word documents may sometimes produce different page lengths based on software versions and configurations.
- Exceeding page length limits, including through the inclusion of cover pages, will result in disqualification.
- All documents must be in English and should avoid the use of jargon and should spell out all acronyms upon first use.

- Multi-year applications selected for funding by PRM will be funded in one year (12-month) increments based on the proposal submitted in the initial application as approved by PRM. Continued funding after the initial 12-month award requires the submission of a noncompeting single-year proposal narrative and will be contingent upon available funding, strong performance, and continuing need. Follow-on applications are submitted annually for years two through three of proposals through non-competed directed announcements for the continuation funding. It is strongly recommended that NGOs submit as early as possible after the directed announcement for continuation funding has been issued. Late submissions will jeopardize continued funding.

Application Package

To be considered for PRM funding, organizations **must** submit a complete application package, including:

a. Proposal Narrative including objectives and indicators for each year of the program period, not exceeding the page limits above. PRM now requires a specific outcome indicator to be included in each program application. Please see NGO Guidelines for more details.

b. Budget Summary
   o **disaggregated by year and for each year** of the program period (for multi-year proposals).

c. Budget Detail
   o **disaggregated by year and for each year** of the program period (for multi-year proposals).
   o Include total costs by objective and estimated costs by sector,
   o Total costs divided by country (if applicable)
   o Organizations can request both Budget Summary and separate Budget Detail templates as well as others by emailing PRM's NGO Coordinator with only the phrase **PRM NGO Templates** (exactly as written in bold) in the subject line, to PRMNGOCoordinator@state.gov. Organizations will receive an automated email reply containing the templates.

d. Budget Narrative **disaggregated by year and for each year** of the program period.

e. Completed and signed SF-424 and SF-424A. PRM requires that Box 21 of the SF-424 be checked.

   o Form SF-424B is required only for those applicants who have not registered in **SAM.gov** or recertified their registration in **SAM.gov** since February 2, 2019 and completed the online representations and certifications. The SF-424 family forms are available for download on **Grants.gov**.

f. Risk Analysis (separate from Proposal Narrative and from the Security Plan).

g. Protection from Sexual Exploitation and Abuse (PSEA) Code of Conduct

   o Consistent with the 2019 six IASC Principles and that there is a country or regional implementation plan specific to the country or region of the application, if applicable.

      o (See NGO Guidelines for more details).

h. Security Plan.

i. Accountability to Affected Populations (AAP) Organization Framework

      o Note: The AAP section of a NOFO proposal narrative is specific to the program being proposed and is distinct from the organization-level AAP framework requirement listed here, which is a separate document.

j. Key Personnel for award applicant and sub-recipient(s)

      o Applicants must furnish names, titles, and brief biographical information on the education and experience of key personnel in implementing the program and key supervisory personnel; (i.e., the

members of the professional staff in a program supervisory position engaged for or assigned to duties under the award).

k. A Market Analysis and a Beneficiary Competency/Capacity Assessment for all proposals that include at least one livelihoods sector objective (or will be disqualified), if applicable. Please see the General NGO Guidelines **for more details**.

l. Most recent Negotiated Indirect Cost Rate Agreement (NICRA), if applicable, or a **de minimis** rate calculation of Modified Total Direct Costs (MTDC) if the applicant is eligible and elects to use the **de minimis rate**.

m. Most recent external audit report is required prior to issuance of an award, if proposal is chosen for implementation.

n. Information in support of any cost-sharing/cost-matching arrangements, if applicable.

o. Information detailing the source of any in-kind contributions, if applicable.

p. Details on any sub-agreements associated with the program including the budget detail (must be part of the budget submission as noted above), if applicable.

Additionally, organizations **must** consider the following considerations as part of their proposal package:

- To be considered a competitive proposal, the Proposal Narrative and Budget Detail should include the following information:

  o Focus on outcome or impact indicators as much as possible. At a minimum, each objective should have one outcome or impact indicator. Wherever possible, baselines should be established before the start of the program.

  o PRM requires a specific outcome indicator be included in each proposal measuring the sense of safety and well-being of beneficiaries. Baseline and end of program surveys should be used to measure the indicator. Please see the **NGO Guidelines** for more details.

  o Include specific information on locations of programs and beneficiaries (GPS coordinates highly recommended) to increase PRM's ability to track the impact of PRM funding.

  o Outline how the NGO will acknowledge PRM funding. If an organization believes that publicly acknowledging the receipt of USG funding for a particular PRM-funded program could potentially endanger the lives of the beneficiaries and/or the organization staff, invite suspicion about the organization's motives, or alienate the organization from the population it is trying to help, it must provide a brief explanation in its proposal as to why it should be exempted from this requirement.

o PRM expects each proposal, regardless of sector, to demonstrate protection mainstreaming, including by identifying potential protection risks associated with the program and how they will be mitigated. Assistance activities should mainstream protection by analyzing the protection risks in relation to each specific programming sector. An analysis of the risks should inform how assistance is designed to minimize them and maximize protection of beneficiaries. Applicants may introduce gender-specific risks in this section but should provide a full analysis in the gender analysis.

o PRM partners must complete a gender analysis in the proposal narrative that briefly explains

1) experiences of men, women, boys, and girls with a focus on the different familial roles, community privileges, and gender dynamics within the target population;

2) associated risks and threats experienced by women, girls, and other vulnerable populations based on their gender;

3) power imbalances and needs that arise based on gender inequalities that exist within the family or community; and

4) proposed responses that will address the above and mitigate any gender differences in access, participation, or decision-making that may be experienced by at-risk groups, particularly women and girls. The gender analysis should aim to specify and target specific at-risk sub-populations of women and girls, such as women and girl heads of households, out-of-school girls, women and girls with disabilities,

women and girl survivors of violence, married girls, adolescent mothers, as well as people who identify as lesbian, gay, bisexual, transgender, or intersex (LGBTQI+), and those who are often unaware of and excluded from programs and services and who may be the hardest to reach based on their gender.

o The budget should include a specific breakdown of funds being provided by UNHCR, other USG agencies, other donors, and your own organization.

o Applicants whose proposals address gender-based violence (GBV) through their programs must estimate the total cost of these activities as a separate line item in their proposed budgets (see PRM's budget template). Proposals and budgets must include details of any sub-agreements associated with the programs.

o For consortia only, a description of how the partnership will be organized and how lines of authority and decision-making will be managed across all team members and between the lead applicant and associate awardees should be included in the proposal.

D. **Dun and Bradstreet Data Universal Numbering System (DUNS) Number / Unique Entity Identifier (UEI) and System for Award Management (SAM)**

Each applicant is required to:

- be registered in **SAM** before submitting its application;
- provide a valid DUNS/UEI number in its application; and

- continue to maintain an active SAM registration with current information at all times during which it has an active PRM award or an application or plan under consideration by PRM.

No federal award may be made to an applicant until the applicant has complied with all applicable DUNS and SAM requirements and, if an applicant has not fully complied with the requirements by the time the PRM award is ready to be made, PRM may determine that the applicant is not qualified to receive a PRM award and use that determination as a basis for making a PRM award to another applicant.

Note: Starting on April 4, 2022, the DUNS Number will be replaced by a "new, non-proprietary identifier" requested in, and assigned by, the System for Award Management ([SAM.gov](SAM.gov)). This new identifier is being called the Unique Entity Identifier (UEI). For more information on the process, visit GSA's website on the UEI transition.

E. **Applications must be submitted via Grants.gov. Grants.gov** registration requires a DUNS/UEI number and active **[SAM.gov](SAM.gov)** registration. If you are new to PRM funding, the **Grants.gov** registration process can be complicated. We urge you to refer to PRM's **General NGO Guidelines** "Application Process" section for information and resources to help ensure that the application process runs smoothly. PRM also strongly encourages organizations that have received funding from PRM in the past to read this section as a refresher. Applicants may also refer to the "**For Applicants**" page on **Grants.gov** for complete details on requirements.

Do not wait until the deadline to attempt to submit your application on Grants.gov. Organizations not registered with Grants.gov should register well in advance of the deadline as it can take several weeks to finalize registration (sometimes longer for non-U.S. based NGOs to receive required registration numbers). We also recommend that organizations, particularly first-time applicants, submit applications via Grants.gov no later than one week before the deadline to avoid last-minute technical difficulties that could result in an application not being considered. PRM has extremely limited ability to correct or facilitate rapid resolution to technical difficulties associated with Grants.gov, or DUNS/UEI number issues. **PRM partners must maintain an active SAM.gov registration with current and correct information at all times during which they have an active federal award or an application under consideration by PRM or any federal agency.**

When registering with **Grants.gov**, organizations must designate points of contact and Authorized Organization Representatives (AORs). Organizations based outside the United States must also request and receive an **NCAGE** code prior to registering with **SAM.gov**. **Applicants experiencing technical difficulties with the SAM.gov registration process should contact the Federal Service Desk online or at** 1**-866-606-8220 (U.S.) and 1-334-206-7828 (International).**

Applications must be submitted under the authority of the Authorized Organization Representative at the applicant organization. Having proposals submitted by agency headquarters helps to avoid possible technical problems.

If you encounter technical difficulties with Grants.gov please contact the Grants.gov Help Desk at support@grants.gov or by calling 1-800-518-4726.

Applicants who are unable to submit applications via Grants.gov due to **Grants.gov** technical difficulties and;

- who have reported the problem to the **Grants.gov** help desk;

- received a case number;

- have completed DUNS and SAM.gov registrations;

- and had a documented service request opened to research the problem;

Applicants may contact the PRM NGO Coordinator **before the submission deadline** to determine whether an alternative method of submission is appropriate. PRM makes no guarantee to accept an application outside of the **Grants.gov** system.

It is the responsibility of each applicant to ensure the appropriate registrations are in place and active. Failure to have the appropriate organizational registrations in place or are experiencing issues resulting from discrepancies across registration platforms is not considered a technical difficulty and is not justification for an alternate means of submission.

In accordance with 2 CFR §200.113, Mandatory disclosures, the non-Federal entity or applicant for a Federal award must disclose, in a timely manner, in writing to the Federal awarding agency or pass-through entity all violations of Federal criminal law involving fraud, bribery, or gratuity violations potentially affecting the Federal award. Non-Federal entities that have received a Federal

award including the term and condition outlined in Appendix XII—Award Term and Condition for Recipient Integrity and Performance Matters are required to report certain civil, criminal, or administrative proceedings to SAM. Failure to make required disclosures can result in any of the remedies described in 2 CFR §200.338 Remedies for noncompliance, including suspension or debarment. (See also 2 CFR part 180, 31 U.S.C. 3321, and 41 U.S.C. 2313.)

F.   **Submission Dates and Times**

- **Announcement issuance date:** Friday, March 4, 2022
- **Proposal submission deadline:** Friday, April 8, 2022 at 11:59:59 p.m. (23:59:59) EDT. Applications submitted after this deadline will not be considered.

G.   **Intergovernmental Review:** Not Applicable

H.   **Funding Restrictions:** Federal awards will not allow reimbursement of Federal Award costs without prior authorization by PRM.

I.   **Other Submission Requirements**

- **Branding and Marking Strategy**

The following provisions will be included whenever assistance is awarded:

The Recipient shall recognize the U.S. Government's funding for activities specified under this award at the project site with a graphic of the U.S. flag accompanied by one of the following two phrases based on the level of funding for the award:

- **Fully funded by the award: "Gift of the United States Government"**
- **Partially funded by the award: "Funding provided by the United States Government"**

PRM highly encourages recognition of U.S. Government funding on social media and website platforms to be included in proposals branding and marking strategy. Recipients should tag PRM's Twitter account @StatePRM and/or Facebook account @State.PRM (rather than using hashtags). Additionally, the applicable U.S. Embassy should be tagged as well.

Updates of actions taken to fulfill this requirement must be included in quarterly program reports to PRM.

All programs, projects, assistance, activities, and public communications to foreign audiences, partially or fully funded by the Department, must be marked appropriately overseas with the standard U.S. flag in a size and prominence equal to (or greater than) any other logo or identity. The requirement does not apply to the Recipient's own corporate communications or in the United States.

The Recipient must appropriately ensure that all publicity and promotional materials underscore the sponsorship by or partnership with the U.S. Government or the U.S. Embassy. The Recipient may continue to use existing

logos or project materials; however, a standard rectangular U.S. flag must be used in conjunction with such logos.

Do not use the Department of State seal without the express written approval from PRM.

Sub non-Federal entities (sub-awardees) and subsequent tier sub-award agreements are subject to the marking requirements and the non-Federal entity shall include a provision in the sub non-Federal entity agreement indicating that the standard, rectangular U.S. flag is a requirement.

Exemptions from this requirement may be allowable but must be agreed to in writing by the Grants Officer. (Note: An exemption refers to the complete or partial cessation of branding, not use of alternative branding). Requests should be initiated with the Grants Officer and Grants Officer Representative. Waivers issued are applied only to the exemptions requested through the Recipient's proposal for funding and any subsequent negotiated revisions.

In the event the non-Federal entity does not comply with the marking requirements as established in the approved assistance agreement, the Grants Officer Representative and the Grants Officer must initiate corrective action with the non-Federal entity.

- **PRM Standardized Indicators**: In an effort to streamline the proposal writing/reviewing process and better measure the impact of the Bureau's

work, PRM requires the use of standardized indicators for programs in the protection, child protection, health, mental health and psychosocial support, WASH, nutrition and food security, education, livelihoods, and shelter sectors, as well as programs that include local government capacity-building and core relief items (non-food items). Applicants must fill in numerical and/or percentage targets for each indicator. Sphere standards should be used as targets, unless otherwise noted. Proposals must include at least one standardized indicator per sector, as applicable. Please refer to PRM's General NGO Guidelines for a complete list of all standardized indicators that may be included.

- PRM requires a specific outcome indicator in each proposal measuring the sense of safety and well-being of beneficiaries. All overseas assistance program proposals must include the following protection outcome indicator under one of the objectives: Percentage of beneficiaries who report an improved sense of safety and well-being at the end of the program, disaggregated by age and gender. Please see the NGO Guideline's section A.C.1. of Appendix C for more details.
- Cash and Voucher Assistance programs must include one indicator from the selection contained in the NGO Guidelines in section A.C.2. of Appendix C.

In addition, the Recipient is reminded that only the Grants Officer has the authority to modify this Notice of Award. Recipients shall proceed with any security guidance provided by the Regional Security Officer; however, the Recipient must advise the Grants Officer and Grants Officer Representative of the guidance received and any potential cost or schedule impact.

Application Review Information

Criteria:

Eligible submissions will be those that comply with the criteria and requirements included in this announcement. In addition, the review panel will evaluate the proposals based on the following criteria:

- Gap/Analysis (5)

- Profile of Target Population (5)

- Program Description/ Protection Mainstreaming / Gender Analysis (20)

- Objectives & Indicators (10)

- Monitoring & Evaluation Plan (10)

- Accountability to Affected Populations (5)

    o (Note: The AAP section of a NOFO proposal narrative is specific to the program being proposed, is the criterion listed above being evaluated, and is distinct from the organization-level AAP framework requirement, which is a separate document.)

- Coordination (5)

- Sustainability and Capacity-Building (5)

- Management and Past Performance (10)

- Risk Management (10)

- Budget/Budget Narrative (15 points)

PRM will conduct a formal competitive review of all proposals submitted in response to this funding announcement. A review panel of at least three people will evaluate

submissions based on the above-referenced programmatic criteria and PRM priorities in the context of available funding. Examples of PRM scorecards can be found in Appendix H of the NGO Guidelines.

Department of State review panels may provide conditions and recommendations on applications to enhance the proposed program, which must be addressed by the applicant before further consideration of the award. To ensure effective use of limited PRM funds, conditions or recommendations may include requests to increase, decrease, clarify, and/or justify costs and program activities.

Federal Award Administration Information

A. **Federal Award Administration.** A successful applicant can expect to receive a separate notice from PRM stating that an application has been selected before PRM actually makes the federal award. That notice is not an authorization to begin performance. Only the notice of award signed by the Grants Officer is the authorizing document. Unsuccessful applicants will be notified following completion of the selection and award process.

B. **Administrative and National Policy Requirements.** PRM awards are made consistent with the following provisions in the following order of precedence:

a) applicable laws and statutes of the United States, including any specific legislative provisions mandated in the statutory authority for the award;

b) Code of Federal Regulations (CFR);

c) Department of State Standard Terms and Conditions of the award;

d) the award's specific requirements; and

e) other documents and attachments to the award.

C.   **Reporting:** Successful applicants will be required to submit:

a. **Program Reports:** PRM requires program reports describing and analyzing the results of activities undertaken during the validity period of the agreement. A program report is required within thirty (30) days following the end of each three month period of performance during the validity period of the agreement. The final program report is due one hundred and twenty (120) days following the end of the agreement. The submission dates for program reports will be written into the cooperative agreement. Partners receiving multi-year awards should follow this same reporting schedule and should still submit a final program report at the end of each year that summarizes the NGO's performance during the previous year.

The Bureau suggests that NGOs receiving PRM funding use the PRM recommended quarterly program report template (also used for final reports). The suggested PRM NGO reporting template is designed to ease the reporting requirements while ensuring that all required elements are addressed. The Quarterly Program Report Template can be requested by emailing PRM's NGO Coordinator with only the phrase **PRM NGO Templates** (exactly as written in bold) in the subject line, to **PRMNGOCoordinator@state.gov**. Organizations will receive an automated email reply containing the templates.

b. **Financial Reports:** Financial reports are required within thirty (30) days following the end of each calendar year quarter during the validity period of the agreement (January 30th, April 30th, July 30th, October 30th). The final financial report covering the entire period of the agreement is required within one hundred and twenty (120) days after the expiration date of the agreement. For agreements containing indirect costs, final financial reports are due within sixty (60) days of the finalization of the applicable negotiated indirect cost rate agreement (NICRA).

Reports reflecting expenditures for the recipient's overseas and United States offices should be completed in accordance with the Federal Financial Report (FFR SF-425) and submitted electronically in the Department of Health and Human Services' Payment Management System (HHS/PMS) and in accordance with other award specific requirements. Detailed information pertaining to the Federal Financial Report including due dates, instruction manuals and access forms, is provided on the **HHS/PMS website**.

c. **Audit Reports:** When a recipient-contracted audit is not required because the Federal award amount is less than the $750,000 threshold, the Department may determine that an audit must be performed and the audit report must be submitted to the responsible grants office(r) for review, dissemination, and resolution as appropriate. The cost of audits required under this policy may be charged either as an allowable direct cost to the award, or included in the organizations established indirect costs in the award's detailed budget.

PRM Points of Contact

Applicants with technical questions related to this announcement should contact the PRM staff listed below prior to submission. Please note that responses to technical questions from PRM do not indicate a commitment to fund the program discussed.

- **PRM Program Officer (Washington DC):**
    - Hoa Tran*,* **TranHT3@state.gov**, Thailand
    - John Phillips, **PhillipsJT@state.gov**, Thailand
    - Brett Walkley, **WalkleyBA@state.gov**, Indonesia, Malaysia
    - Meredith Houck, **HouckML@state.gov**, Bangladesh
    - Denis Test, **TestD@state.gov** , India, Nepal

- **Regional Refugee Coordinator:**
    - David Muelkhe, **MuehlkeDV@state.gov**, Malaysia
    - Christine Getzler Vaughan, **GetzlerVaughanC@state.gov**, Thailand, Indonesia
    - Mackenzie Rowe, **RoweML2@state.gov**, Bangladesh

Disclaimer:

External websites linked above may not be supported or accessible by all web browsers. If you are unable to link to a referenced website, please try using a different browser or update to a more recent one. If you continue to experience difficulties to reach external resources, please contact **PRM NGO Coordinator**.